GOVERNMENT OF KARNATAKA

BENGALURU NORTH CITY CORPORATION

Admin Department

REQUEST FOR PROPOSAL
FOR
Providing Security and Housekeeping Services for Offices in Bengaluru North City Corporation

- RFP No: BNCC/DC(Admin)/TEND/01/2026-27 Dated: 03-08-2026

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REQUEST FOR PROPOSAL (RFP) SCHEDULE

1.	RFP Reference No.	:	BNCC/DC(Admin)/TEND/ 01/2026-27 Dated: 03-08-2026
2.	Date of Commencement of Download of RFP Document from e Procurement website http://eproc.karnataka.gov.in	:	-
3.	Last Date and Time for uploading Online Queries[1] in e Procurement Portal	:	up to 11/08/2026 @ 4:00 PM
4.	Date and Time of Pre-bid Meeting	:	11/08/2026 at 11:30 AM at the following venue: Office of Deputy Commissioner (Admin), BNCC, 2nd Floor, BNCC Building, Amruthahalli Main Road, Byatarayanapura, Bangalore – 560092 Email: **dcadminbncc2025@gmail.com**
5.	Last Date and Time for uploading of RFP in KPPP portal	:	up to 05/09/2026 4:00 PM
6.	Date and Time of Online Opening of RFP Applications[2]	:	07/09/2026 11:00 AM
7.	Place of Opening of RFP	:	Online at KPP portal
8.	Address for Communication	:	Office of the Deputy Commissioner (Admin), BNCC, 2nd Floor, BNCC Building, Amruthahalli Main Road, Byatarayanapura, Bangalore - 560092. Phone: 9620583072 Email: **dcadminbncc@gmail.com**

[1]

[2]In the event of the specified date of opening of RFP being declared a holiday for the Employer, the RFP will be opened on the next working day at the same time.

SECTION I – LETTER OF INVITATION

Bengaluru North City Corporation

Office of the Deputy Commissioner (Admin), 2nd Floor, BNCC Building, Amruthahalli Main Road, Byatarayanapura, Bengaluru560 092.

No. BNCC/DC(Admin)/TEND/01/2026-27 Dated: 03-08-2026

INVITATION FOR TENDER (IFT)
SHORT TERM TENDER NOTIFICATION
(Through Karnataka Public Procurement Portal http://eproc.karnataka.gov.inonly)
(Two Cover System)

1. The Deputy Commissioner (Admin), BNCC invites tender on behalf of the Commissioner, BNCC, Bengaluru from eligible registered agencies in any state Govt. Organization for providing services mentioned in the Table below. The tenderers may submit tenders for the goods given in the table through KPPP portal of the Government of Karnataka (viz http:/KPPP.karnataka.gov.in). The tenderers are advised to note the minimum qualification criteria as per standard **Tender Document.**
2. Tender documents may be downloaded from the KPPP portal of The Government of Karnataka**.**
3. Tenders must be accompanied by earnest money deposit specified for the goods in the Table below. Earnest money deposit will have to be in any one of the forms as specified in the Tender document and shall have to valid for **180 days** beyond the validity of the tender.
4. Other details can be seen in the tender documents.
5. Cost of Tender Form will be Non-refundable as per e-Procurement Portal.

Sl. No	Name of the projects	EMD (Rs.)	Amount put to Tender
1	Providing Security and Housekeeping	Rs.14.1	Rs.

	Services for Offices in Bengaluru North City Corporation	2 Lakhs	940.86 Lakhs

Time Schedule/Calendar of events:

1	Last date & time for Queries (only through online)	:	11/08/2026 upto 4.00 PM.
2	Date and time of per-bid meeting	:	11/08/2026 upto 11.30 AM @ Office of Deputy Commissioner (Admin), BNCC, 2nd Floor, BNCC Building, Amruthahalli Main Road, Byatarayanapura, Bangalore - 560092
3	Last Date & Time for receipt of Tenders	:	05/09/2026 upto 4:00 PM.
4	Opening of Technical bid	:	On 07/09/2026 at 11:00 AM if possible
5	Opening of Financial bid (If Possible)	:	On 08/09/2026 at 4:00 PM if possible

ESSENTIAL CONDITIONS:

1. Tender documents may be downloaded from Government of Karnataka Public Procurement Portal website https://kppp.karnataka.gov.in under login for Contractors. Aspiring Bidders/Contractors who have not registered in e-procurement should register before participating through the website https://kppp.karnataka.gov.in or contact KPPP Helpdesk at 080 – 22485867 / 22485927.
2. The Tender will remain valid for 180 Days from the Date of Opening of Tender.
3. Tenders must be accompanied by Earnest Money Deposit specified for the work in the Table Earnest Money Deposit will have to be in specified in the Standard Tender document.
4. Any Corrigendum / Modification will be notified in the Karnataka Public Procurement portal only.

Sd/-
Deputy Commissioner (Admin)
Bengaluru North City
Corporation.

Copy Submitted to:-

1. The Chief Commissioner (GBA) for kind information.
2. The Commissioner (BNCC) for kind information.
3. The Additional Commissioner (Developments) for kind information.
4. The Additional Commissioner (Revenue) for kind information.
5. The Tender bulletin officer, GBA for requesting to publish the tender information in tender bulletin.

6. Public Relation Officer BNCC for information and to publish in two leading Newspapers in Kannada and English.

Deputy Commissioner
(Admin)
Bengaluru North City Corporation

SECTION II – INFORMATION TO SERVICE PROVIDER (ITC)

Introduction

1.1. Deputy Commissioner (Admin), BNCC invites Proposals under KPPP (Two cover system) for **Providing Security and Housekeeping Services for Offices in Bengaluru North City Corporation** in different offices on outsourced basis for a period of 12 months, which may be extended by another 12 months based on Satisfactory performance. More details on the Services are provided in the Terms of Reference. The RFP is open to all service providers registered Karnataka state are eligible to apply.

1.2. The Service Provider must familiarize themselves with local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the Assignment and on the local conditions, Service Provider are encouraged to pay a visit to the location before submitting a Proposal, and to attend a pre-proposal conference as per the RFP schedule. Attending the pre-proposal conference is optional.

1.3. Please note that the costs of preparing the proposal and of negotiating the contract, including a visit to the Client, are not reimbursable as a direct cost of the Assignment; and the Client is not bound to accept any of the Proposals submitted.

1.4. It is GOK's policy to require that Service Provider observe the highest standard of ethics during the execution of contracts. In pursuance of this policy, the GOK:

1.4.1. defines, for the purposes of this provision, the terms set forth below as follows:

1.4.1.1. "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution; and

1.4.1.2. "Fraudulent practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of GOK, and includes collusive practices among Service Provider (prior to or after submission of proposals) designed to establish prices at artificial, noncompetitive levels and to deprive GOK of the benefits of free and open competition.

1.4.2. Will reject a proposal for award if it determines that the firm recommended for award has engaged in corrupt or fraudulent activities in competing for the contract in question;

1.4.3. Will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded GOK-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a GOK-financed contract; and

1.4.4. Will have the right to require that, GOK to inspect Service Provider's accounts and records relating to the performance of the contract and to have them audited by auditors appointed by GOK.

1.5. Service Provider shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by GOK in accordance with the above sub para.

1.6. Service Provider shall be aware of the provisions on fraud and corruption stated in the standard contract under the clauses indicated above and GCC.

Clarification and Amendment of RFP Documents

1.7. Clarifications on the RFP may be uploaded online in KPPP portal as per the RFP Schedule. Only Online Queries through KPPP portal will be accepted. Queries sent through letters; emails or any other mode will not be entertained.

1.8. At any time before the submission of Proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by a firm, modify the RFP documents by amendment. Any amendment shall be issued in writing as addendum/corrigendum. Addendum/corrigendum will be uploaded in the E-portal only. The Client may at its discretion extend the deadline for the submission of Proposals.

Preparation of Proposal

1.9. Service Provider are requested to submit a Proposal written in the English/Kannada language.

Technical Proposal

1.10. In preparing the Technical Proposal, Service Provider are expected to examine the documents comprising this RFP in detail. Material deficiencies in providing the information requested may result in rejection of a Proposal.

1.11. While preparing the Technical Proposal, Service Provider must give particular attention to the following:

1.11.1. Service Provider Should not associate with the other Service Providers for this Assignment.

1.11.2. The estimated number of staff required for a period of 12 months, extendable by additional 12 months based on performance, are as follows:

Sl.	**Position**	**Numbers**
1.	Security Guards	104.00 Nos
2.	House Keeping	142.00 Nos

1.11.3. The minimum required qualification is as follows:

Sl, No.	**Category of Staff**	**Post in nos.**	**Minimum Qualification**
1	Security Guard	104	• Security persons should be registered in Police department under PSAR Act. • The Security persons should have basic training in Security and should have working knowledge of Kannada. • The security Guards shall be physically fit and shall be aged above 21 & below 60.
2	House keeping	142	• The House keeping Staff should have basic training in Housekeeping Cleaning and should have working knowledge of Kannada.

			• The House keeping Staff shall be physically fit and shall be aged above 21 & below 60

1.11.4. "Alternative key staff shall not be proposed. The successful bidder shall submit details for each position."

1.12. The Technical Proposal should provide the following information using the attached Standard Forms:

Sl.no	Documents
1.	Earnest Money Deposit (EMD) Rs. 14,12,000/-
2.	Labour Department registration certificate issued by labor department Government of Karnataka.
3.	Pan Copy
4.	GST registration certificate, GST paid challans, GSTR-1, and GSTR-3B for the last three financial years, i.e, 2023-2024, 2024-2025 and 2025-26
5.	EPF registration certificate. EPF paid challans, for the last three financial years, i.e, 2023-2024, 2024-2025 and 2025-26
6.	ESI registration certificate, ESI paid challans, for the last three financial years, i.e 2023-2024, 2024-2025 and 2025-26
7.	ESI ECR copy for a minimum of 500 staff every month from April 2025 to March 2026.
8.	EPF ECR copy for a minimum of 500 staff every month from April 2025 to March 2026.
9.	Salary paid Bank Statement copy for a minimum of 500 staff every month from April 2025 to March 2026.
10.	Valid Contract labour license (Form VI) issued from Labour Department for more than 500 workers to be uploaded (Issue date should be before the tender notification date)
11.	Certificate of Incorporation in case of Private Limited / Public Limited
12.	There should be 10 security guards trained in firefighting within the required strength.
13.	Minimum Rs. 18.82 Crores annual turnover statement in any one of the last three financial years, i.e., 2022-23, 2023-2024, 2024-2025 certified by a Chartered Accountant.
14.	Income Tax Returns certificate for the previous 03 years i.e

	2022-23,2023-2024, 2024-2025
15.	Audited Balance Sheet 2022-23,2023-2024, 2024-2025.
16.	Audited Profit & Loss Statement 2022-23,2023-2024, 2024-2025
17.	Affidavit as per format enclosed.
18.	As per Government Notification No. HD 170 SST 2009(P) dated 23rd July 2009 and the Karnataka Private Security Agencies Rules 2008, a security agency must obtain and upload a license certificate issued by the **Deputy Inspector General of Police (Internal Security Division), Bangalore**
19.	Details of the existing contracts.
20.	Should have satisfactorily completed at least security guards 84.00 Nos and House Keeping staff 114.00 Nos deployed in any one of the last 3 financial years. i.e. 2023-24 2024-25 and 2025-26. (Relevant Work Orders need to be enclosed)
21.	Technical Proposal Submission Form
22.	Details of Service Provider
23.	Service Providers references.
24.	Presentation to the committee on the Training schedules to staff & the proposed methodology (work plan).
25.	TERMS OF REFERENCE acceptance and signature on all the pages of TERMS OF REFERENCE
26.	ISO certificate.
27.	Original/notarized documents to be submitted for verification, verification date will be intimated.

1.13. The Technical Proposal shall not include any financial information.

1.14. Technical Evaluation Criteria

1.1. General

From the time the proposals are opened to the time the contract is awarded, if any Service Provider wishes to contact the Client on any matter related to its proposal, it should do so in writing at the address indicated in the RFP. Any effort by the firm to influence the Client in the Client's proposal evaluation, proposal

comparison or contract award decisions may result in the rejection of the Service Provider's proposal.
Evaluators of Technical Proposals shall have no access to the Financial Proposals until the technical evaluation, including its approval by competent authority is obtained.

1.2. Evaluation of Technical Proposals

1. The evaluation committee appointed by the Client, evaluates the proposals on the basis of point system specified below. Each responsive proposal will be given a technical score (S_t). A proposal shall be rejected at this stage if it fails to achieve the minimum technical score 75.
2. The Client shall follow the system where the technical bid and financial bid shall be evaluated separately.
3. The tendering evaluation shall be done on weightage with 75% to technical evaluation and 25% to financial evaluation.
4. The technical bid evaluation shall be done based on the following criteria:
5. During the technical evaluation stage, each bidder shall be assigned different marks out of a total of 100 marks, as per the criteria specified below: -

Sl No	Evaluation Criteria	Points
1	Tenderer shall have their registered/ corporate office/ regional office and business Establishment in Bangalore	Yes / No If "No", the bid will be rejected
2	Valid Contract Labour license (Form VI) issued from Labour Department for more than 500 workers to be uploaded (Issue date should be before the tender notification date)	Yes / No If "No", the bid will be rejected
3	As per Government Notification No. HD 170 SST 2009(P) dated 23rd July 2009 and the Karnataka Private Security Agencies Rules 2008, a security agency must obtain and upload a license certificate issued by the Deputy Inspector General of Police (Internal Security Division), Bangalore	Yes / No If "No", the bid will be rejected
4	Registration Certificate of EPF, Registration Certificate of ESI, Labour Registration certificate, ISO certificate, Pan card, GST Registration and Trade License.	Yes / No If "No", the bid will be rejected
5	Minimum Rs. 18.82 Crores annual turnover statement in any one of the last three financial years, i.e., 2022-23, 2023-2024, 2024-2025 certified by a	Yes / No If "No", the bid will be rejected

	Chartered Accountant.	
6	Should have satisfactorily completed at least Security Guards 84.00 Nos and House Keeping staff 114.00 Nos deployed of Amount Rs. 470.43 Lakhs in any one of the last 3 financial years. i.e. 2023-24 2024-25 and 2025-26. (Relevant Experience certificate and Work Orders need to be enclosed)	Yes / No If "No", the bid will be rejected
7	The bidder must have the experience for providing specified similar services in the last three financial years (2022-23, 2023-2024 and 2024-2025) Government Departments/ Organizations/Public Sector organizations/Autonomous bodies (Satisfactory Work Done Certificates should be submitted). a). If the bidder submits a work order & satisfactory letter for less than 200.00 numbers in any one of the last three financial years, i.e., 2023-2024,2024-2025 and 2025-26 then **zero points** will be allocated. b). If the bidder submits a work order & satisfactory letter for 201-300 numbers in any one of the last three financial years, i.e. 2023-2024,2024-2025 and 2025-26, then **10 points** will be allocated. c). If a bidder submits a work order & satisfactory letter for more than 301 numbers in any one of the last three financial years i.e 2023-2024,2024-2025 and 2025-26, then **15 points** will be allocated.	15
8	Total Years of Experience in the field of Security Services (Determined from the year of incorporation). **Firms with less than three years' experience will not be considered** • Min 3 Years-05 marks • 3 years to 5 Years-08 Marks • Above 5 Years-10 Marks	10
9	Detailed proposed work plan and methodology, on how they are going to implement and monitor the Security services to BNCC with Training schedules for the security personnel's - 20 Marks Note: Presentation should be limited to 30 minutes	20
10	Annual Turnover statement of 3 financial years, i.e., 2022-23, 2023-24 and 2024-25 Certified by Chartered Accountant as per format enclosed. • If the bidder is having Less than 18.82 Crore in any one of the last three financial years - 0 marks • If the bidder is having annual turnover of 18.82 to 30.00 in any one of the last three financial years - 10 marks	15

	▯ If the bidder is having 30.00 Crore and above in any one of the last three financial years - 15 marks.	
11	The Tenderer should have on their name minimum Two work with minimum 500 working Security & Housekeeping Staff on hand as on the last date of submission of tender. ▯ Minimum 500 staffs - 5 marks ▯ Minimum 501 - 750 staffs- 10 marks ▯ Above 751 staffs -15 marks	15
12	ESI and EPF ECR copy for a minimum of 500 staff every month from April 2025 to March 2026.05 Marks GST Paid Challans and GSTR 3B Returns from April 2025 to March-2026-05 Marks	10
13	Valid Contract Labour license (Form VI) issued from Labour Department for more than 500 workers to be uploaded ▯ Minimum 500 Workers - 5 marks ▯ Minimum 501 to 750 Workers - 10 marks ▯ Minimum 751 to 1000 Workers - 15 marks	15
	TOTAL	**100**

NOTE:

a) The minimum technical score required to be eligible for opening financial bid is: **75 points.**

b) The BNCC reserves the right to seek clarification and/or any additional information including documents during the evaluation provided they were existing prior to bid submission, i.e., of historical nature.

c) If Bidder fails to upload the documents as per the evaluation criteria, then zero points will be allocated.

1.3. Opening and Evaluation of proposals, Financial Proposals; Ranking

After the technical evaluation is completed, the Client shall mark the proposals in e-Procurement Portal, which did not meet the minimum qualifying mark or were considered non-responsive to the RFP and Terms of Reference, as rejected. The Client shall open those financial bids in the e-Procurement portal, who have secured the minimum qualifying mark in the technical evaluation.

The financial bids shall be opened online in the portal.

The Financial Part of the tender shall be submitted as on Online. Financial tender shall contain only Financials quoted by the Tenderer. The bid winner shall be the bidder who offers the lowest Service Charges, however quoted Service Charges shall not be less than 3.85% else such a bid shall be rejected and EMD shall be forfeited. Applicable income tax and other statutory deductions will be deducted as per prevailing rules against the bills submitted. Professional tax will be deducted as per PT rules.

If two or more numbers of the bidders are found to be L1 then, the highest Score in the Technical Evaluation will be considered as L1. If this also fulfilled by the bidders, then the bidder will be selected by Lottery method among the two or more by Committee.

Negotiations

Negotiations will be held at the address indicated in the RFP schedule. The aim is to reach agreement on all points and sign a contract.

Unless there are exceptional reasons, the financial negotiations will involve neither the remuneration rates for staff (no breakdown of fees) nor other proposed unit rates. The negotiations will conclude with a review of the draft form of the contract. To complete negotiations the Client and the Service Provider will initial the agreed contract. If negotiations fail, the Client will invite the firm who has quoted the second lowest price for negotiations. The process will be repeated till an agreed contract is concluded

Financial Proposal

1.1. The salary for the staff is as per the latest government of Karnataka labour department minimum wages act. This is only for reference & not to be quoted in the Portal.

Sl No	**Name**	**salary per month as VDA 2025-26 Basic:**	**Employer Contribution**		**Sub Total**	**EMPLOYEE Contribution**		**Sub Total**	**Total Salary Per Month (3+6)**	**Take home Salary per month per personnel (10-9-6)**	**Minimum Service Charges @ 3.85%**	**Total (10+12)**	**Total Staffs**	**GST**	**Total Value Per Month (13*14)**	**Total Value Per year (16*12 months)**	**Remarks**
			ESI: 3.25	PF : 13%		ESI: 0.75	PF:12%										

			%			%											
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
1	Security	23,376.43	682.50	1950.00	2632.50	175.32	2805.17	2980.49	26008.93	20395.94	1001.34	27010.27	104	18%	28730.00	3,44,76,124	
2	House Keeping staff	25,714.07	682.50	1950.00	2632.50	175.32	2805.17	2980.49	26008.93	20395.94	1001.34	27010.27	142	18%	39227.00	4,70,73,170.19	

1.2. The Service charge shall be quoted in E-Procurement portal only.

Sl.	**Name**	
1.	**Minimum Service Charges shall not be less than 3.85% else such a bid shall be rejected and EMD shall be forfeited**	

Note: • Service Charge per person per month is fixed to ensure that proper salary is paid to cleaning staffs in time.

• Bidders quoting service charges less than 3.85% will be rejected and EMD shall be forfeited.

1.3. The Proposals must remain valid for 180 days after the submission date, during this period; the Service provider is expected to keep available the key professional staff proposed for the assignment. The Client will make its best effort to complete negotiations within this period. If the Client wishes to extend the validity period of the proposals, the Service Provider who do not agree have the right not to extend the validity of their proposals.

Content of Tender documents

4.1 The set of tender documents shall have all the Sections given in Page 2:

5. Amendment of Tender documents

5.1 Before the deadline for submission of tenders, the Employer may modify the tender documents by issuing addenda.

5.2 Any addendum thus issued shall be part of the tender documents and shall be communicated in writing or by cable to all the purchasers of the tender documents.

5.3 To give prospective tenderers reasonable time in which to take an addendum into account in preparing their tenders, the Employer shall extend as necessary the deadline for submission of tenders, in accordance with Sub-Clause 12.2 below.

C. Preparation of Tenders

6. Documents comprising the Tender

6.1 The tender submitted by the Tenderer shall comprise the following:

(a) The Tender (in the format indicated in Section 3).

(b) Earnest Money Deposit;

(c) Priced Bill of Quantities;

(d) Qualification Information Form and Documents;

and any other materials required to be completed and submitted by tenderers in accordance with these instructions. The documents listed under Sections 3, 5 and 8 shall be filled in without exception.

7. Tender prices

7.1 The contract shall be for the whole works as described in Sub-Clause 1.1, based on the priced Bill of Quantities submitted by the Tenderer.

7.2 The Tenderer shall fill in rates and prices and line-item total (both in figures and words) for all items of the Works described in the Bill of Quantities along with total tender price (both in figures and words). Items for which no rate or price is entered by the Tenderer will not be paid for by the Employer when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities. Corrections, if any, shall be made by crossing out, initialing, dating and rewriting.

7.3 All duties, taxes, and other levies payable by the contractor under the contract, or for any other cause, shall be included in the rates, prices and total Tender Price submitted by the Tenderer.

7.4 The rates and prices quoted by the Tenderer shall be fixed for the duration of the Contract and shall not be subject to adjustment on any account.

8. Tender validity

8.1 Tenders shall remain valid for a period not less than (**180** one eighty **days** after the deadline date for tender submission specified in Clause 12.

8.2 A tender valid for a shorter period shall be rejected by the Employer as non-responsive.

8.2 In exceptional circumstances, prior to expiry of the original time limit, the Employer may request that the tenderers may extend the period of validity for a specified additional period. The request and the tenderers' responses shall be made in writing or through E-mail. A tenderer may refuse the request without forfeiting his earnest money deposit. A tenderer agreeing to the request will not be required or permitted to modify his tender, but will be required to extend the validity of his earnest money deposit for a period of the extension, and in compliance with Clause 9 in all respects.

9. Earnest money deposit

9.1 The Tenderer shall furnish, as part of his tender, Earnest Money Deposit (EMD) at the following rates.

9.2 Instruments having fixed validity issued as earnest money deposit for the tender shall be valid for 45 days beyond the validity of the tender.

9.3 Any tender not accompanied by an acceptable earnest money deposit and not secured as indicated in Sub-Clauses 9.1 and 9.2 above shall be rejected by the Employer as non-responsive.

9.4 The earnest money deposit of unsuccessful tenderers will be returned within 30 days of the end of the tender validity period specified in Sub-Clause 8.1.

9.5 The earnest money deposit of the successful Tenderer will be discharged when the Tenderer has signed the Agreement and furnished the required Performance Security.

9.6 The Earnest Money Deposit may be forfeited:

(a) If the Tenderer withdraws the Tender after tender opening during the period of tender validity;

(b) If the Tenderer does not accept the correction of the Tender Price, pursuant to Clause 19; or

(c) In the case of a successful Tenderer, if the Tenderer fails within the specified time limit to

(i) Sign the Agreement; or

(ii) Furnish the required Security deposit

10. Format and signing of Tender

10.1 The e-Procurement tendering system for the construction of work comprises two stages (i) Technical Bid and (ii) Financial

Bid. The Tenderers are required to submit the tender documents in two stages electronically.

10.2 In the first stage of Technical Bid the Tenderer shall prepare the Documents comprising

the Tender as described in Clause 10 of these Instructions to Tenderers. Tenderers shall attach all the Scanned Copies of Certificates pertaining to their Eligibility Criteria, Qualification Information Documents, Demand Draft towards EMD and Credit lines / Letter of Credit / Certificates from Nationalized Banks, failing which the Bid will not be considered. No Physical Documents shall be considered.

10.3 The second stage of Financial Bid shall contain the following documents – Form of Tender

in prescribed form and Priced Bill of quantities.

10.4 The Tender shall contain no Alterations or Additions, except those to comply with

instructions issued by the Employer.

10.5 Signing of tender is deemed as signed in e-Procurement system

D. Submission of Tenders

11. The Tenderer can access the Tender Documents on the website https://kppp.karnataka.gov.in)under login for Contractors fills them and submits the completed Tender Document into Electronic Tender on the website itself.

12. Deadline for submission of the Tenders

12.1 Tenders must be submitted by the Bidders in the E-procurement portal only. In the event of the specified date for the submission of tenders being declared a holiday for the Employer, the tenders will be received up to the appointed time on the next working day.

12.2 The Employer may extend the deadline for submission of tenders by issuing an amendment in accordance with Clause 5, in which case all rights and obligations of the Employer and the Tenderers previously subject to the original deadline will then be subject to the new deadline.

13. Late Tenders

13.1 Any Tender received by the Employer after the deadline prescribed in Clause 12 will be returned unopened to the Tenderer.

14. 2. Clarification and Amendment of RFP Documents

Clarifications on the RFP may be uploaded online in kppp portal as per the RFP Schedule. Only Online Queries through kppp portal will be accepted. Queries sent through letters; emails or any other mode will not be entertained.

At any time before the submission of Proposals, the Client may, for any reason, whether at its own initiative or in response to a clarification requested by a firm, modify the RFP documents by amendment. Any amendment shall be issued in writing as addendum/corrigendum. Addendum/corrigendum will be uploaded in the E-portal only. The Client may at its discretion extend the deadline for the submission of Proposals.

E. Tender opening and evaluation

15. Tender opening

15.1 In the event of the Specified Date of Tender Opening being declared a Holiday for the Employer, the Tenders will be opened online at the Appointed Time and Location on the Next Working Day.

15.4 The Employer shall prepare minutes of the Tender opening, including the proceedings & upload the same in the Portal.

16. Process to be confidential

16.1 Information relating to the examination, clarification, evaluation, and comparison of Tenders and recommendations for the award of a contract shall not be disclosed to Tenderers or any other persons not officially concerned with such process until the award to the successful Tenderer has been announced. Any effort by a Tenderer to influence the Employer's processing of Tenders or award decisions may result in the rejection of his Tender.

17. Clarification of Tenders

17.1 To assist in the examination, evaluation, and comparison of Tenders, the Employer may, at his discretion, ask any Tenderer for clarification of his Tender, including breakdowns of unit rates. The request for clarification and the response shall be in writing or by cable, but no change in the price or substance of the Tender shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered by the Employer in the evaluation of the Tenders.

17.2 No Tenderer shall contact the Employer on any matter relating to its Tender from the time of the Tender opening to the time the contract is awarded. If the Tenderer wishes to bring

additional information to the notice of the Employer, it should do so in writing.

17.3 Any effort by the Tenderer to influence the Employer in the Employer's Tender evaluation, Tender comparison or contract award decisions may result in the rejection of the Tenderers' Tender.

18. Examination of Tenders and determination of responsiveness

18.1 Prior to the detailed evaluation of Tenders, the Employer will determine whether each Tender (a) meets the eligibility criteria (b) has been properly signed; (c) is accompanied by the required earnest money deposit and; (d) is substantially responsive to the requirements of the Tender documents.

18.2 A substantially responsive Tender is one which conforms to all the terms, conditions, and specifications of the Tender documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the Works; (b) which limits in any substantial way, inconsistent with the Tender documents, the Employer's rights or the Tenderer's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other Tenderers presenting substantially responsive Tenders.

18.3 If a Tender is not substantially responsive, it will be rejected by the Employer, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.

19. Correction of errors

19.1 Tenders determined to be substantially responsive will be checked by the Employer for any arithmetic errors. Errors will be corrected by the Employer as follows:

(a) where there is a discrepancy between the rates in figures and in words, the lower of the two will govern; and

(b) where there is a discrepancy between the unit rate and the line-item total resulting from

Multiplying the unit rate by the quantity, the unit rate as quoted will govern.

19.2 The amount stated in the Tender will be adjusted by the Employer in accordance with the above procedure for the correction of errors and, with the concurrence of the Tenderer, shall be considered as binding upon the Tenderer. If the Tenderer does not accept the corrected amount the Tender will be rejected, and the earnest money deposit may be forfeited.

20. Evaluation and comparison of Tenders

20.1 The Employer will evaluate and compare only the Tenders determined to be substantially responsive.

F. Award of Contract

21. Award criteria

21.1 The Employer will award the Contract to the Tenderer who has quoted the lowest Service Charge in financial bid and that Tender has been determined to be substantially responsive.

22. Employer's right to accept any Tender and to reject any or all Tenders

22.1 Notwithstanding Clause 21, the Employer reserves the right to accept or reject any Tender, and to cancel the Tender process and reject all Tenders, at any time prior to the last date of submission of the tender, without thereby incurring any liability to the affected Tenderer or Tenderers or any obligation to inform the affected Tenderer or Tenderers of the grounds for the Employer's action.

23. Notification of award and signing of Agreement

23.1 The Tenderer whose Tender has been accepted will be notified of the award by the Employer prior to expiration of the Tender validity period by cable, telex or facsimile confirmed by registered letter. This letter (hereinafter and in the Conditions of Contract called the "Letter of Acceptance") will state the sum that the Employer will pay the Contractor in consideration of the execution, completion, and maintenance of the Works by the Contractor as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price").

23.2 The notification of award will constitute the formation of the Contract, subject only to the furnishing of a performance security in accordance with the provisions of Clause 24.

23.3 The Agreement will incorporate all agreements between the Employer and the successful Tenderer. It will be kept ready for signature of the successful Tenderer in the office of Employer within 30 days following the notification of award along with the Letter of Acceptance. Within 20 days of receipt, the successful Tenderer will sign the Agreement and deliver it to the Employer.

23.4 Upon the furnishing by the successful Tenderer of the Security deposit, the Employer will promptly notify the other Tenderers that their Tenders have been unsuccessful.

24. Security deposit

24.1 Within 20 days of receipt of the Letter of Acceptance, the successful Tenderer shall deliver to the Employer a Security deposit in any of the forms given below for an amount equivalent to 5% of the Contract price:

- Bank Guarantee / Banker's cheque/Demand draft, /Pay Order in favor of Commissioner BNCC.
- Specified Small Savings Instruments pledged to The Commissioner BNCC

24.2 Failure of the successful Tenderer to comply with the requirements of Sub-Clause 24.1 shall constitute sufficient grounds for cancellation of the award and forfeiture of the earnest money deposit.

25. Corrupt or Fraudulent practices

25.1 The BNCC requires that the Tenderers/Suppliers/Contractors, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, BNCC:

(a) will reject a proposal for award if it determines that the Tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;

(b) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a BNCC contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a GOK contract.

SECTION III – TECHNICAL PROPOSAL – STANDARD FORMS

Technical Proposal Submission Form

[To be submitted on company letter head]

Date: …./…./……..

To,

Office of the DC(Admin), Bengaluru North City Corporation.
Byatarayanapura, Amruth halli Main Road, Bengaluru-560092.
Phone: **9480685705**
Email: **dcadminbncc@gmail.com**

Dear Sir/Madam,

RFP Ref. No. **BNCC/DC(Admin)/TEND/01/2026-27 Dated: 03-08-2026**

Subject: **Technical Proposal for …….**

We, the undersigned, offer to provide Security services and housekeeping staff to BNCC offices on outsourced basis, for the above in accordance with your Request for Proposal vide no. ……. dated …. /…./…… We are hereby submitting our Proposal which includes this Technical Proposal and a Financial Proposal.

If negotiations are held during the period of validity 180 days of the Proposal, we undertake to negotiate on the basis of the proposed staff. Our Proposal is binding upon us and subject to the modifications resulting from contract negotiations.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature:	
Name:	
Title:	
Company Seal:	

Details of Service Provider'

Sl.	Particulars	Details				
1.	Company Name					
2.	Address of Registered Office					
3.	Contact Details	Landline				
		Mobile				
		Fax				
		Email				
4.	Director / CEO details	Name				
		Landline				
		Mobile				
		Fax				
		Email				
5.	Authorized Signatory for this RFP	Name				
		Landline				
		Mobile				
		Fax				
		Email				
		[Bidder should submit ***Power of Attorney*** authorizing to submit proposal and to represent the company for this RFP]				
6.	Branch Offices	Sl.	City	State	Address	Landline
		1.				
		2.				
7.	Total Number of Staff Employed on bid submission date	Sl.	Designation		No of Staff Employed	
		1.				
		2.				
			Total			

Authorized Signature:	
Name:	
Title:	
Company Seal:	

Service Provider/s references

[Relevant Services Carried Out in the Last three Years that Best Illustrate Qualifications]

Using the format below, provide information on each reference assignment for which your firm/company was legally contracted.

<table>
<tr><th>Sl.</th><th>Particulars</th><th colspan="4">Details</th></tr>
<tr><td>1.</td><td>Assignment Name</td><td colspan="4"></td></tr>
<tr><td>2.</td><td>Client Name</td><td colspan="4"></td></tr>
<tr><td>3.</td><td>Client Address</td><td colspan="4"></td></tr>
<tr><td rowspan="3">4.</td><td rowspan="3">Client Contact Details</td><td>Name</td><td>Designation</td><td>Mobile</td><td>Email</td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
<tr><td>5.</td><td>Contract Start Date</td><td colspan="4"></td></tr>
<tr><td>6.</td><td>Contract Completion Date</td><td colspan="4"></td></tr>
<tr><td>7.</td><td>Contract Period</td><td colspan="4"></td></tr>
</table>

Authorized Signature:	
Name:	
Title:	
Company Seal:	

Comments and suggestions on the Terms of Reference and on data services, and facilities to be provided by the Client

Sl.	Particulars	Comments and Suggestions
1.	Terms of Reference	
2.	Data, services & facilities to be provided by the client	

Authorized Signature:	
Name:	
Title:	
Company Seal:	

Description of the methodology and work plan for performing the assignment

The Service provider should submit detailed proposed work plan and methodology, on how they are going to implement and monitor the Security services and housekeeping staff. Bidders are not to upload the Presentation. The date & Time for the presentation will be intimated later.

Format of Annual Turnover Statement

[To be printed on letter head of Chartered Accountant.]

[Should be duly signed and certified by Chartered Accountant]

The Annual Turnover of M/s _____ during the past three years is given below.

Sl.	**Financial Year**	**Turnover (in Crores)**
1.	2022-2023	
2.	2023-2024	
3.	2024-2025	

We certify that the above turnover statement is true and correct.

Signature of Chartered Accountant	
Seal of Chartered Accountant	
Registration Number	
Name of Chartered Accountant	
Date	
Place	

Format of Affidavit

[To be submitted by bidder's authorized person on Stamp Paper of Rs. 100/-]

[The affidavit shall be notarized]

AFFIDAVIT

This affidavit is executed by M/s ..... on day ____, Year ____, having its registered office at ....for the Request for Proposal of Bengaluru North City Corporation for ..... vide reference no. .....dated ..../..../.....

We / I hereby declare and undertake on oath as follows:

1. We / I that all the information, documents, testimonials, certificates, curriculum vitae, etc., submitted by us for the above-mentioned proposal are all correct and genuine.
2. We / I declare that the Purchase Order, Invoices, Certifications, proof of payment, Certificates, etc. submitted by us are correct and genuine.
3. We / I declare that our firm / company M/s. ..... is not blacklisted or de-registered by any Government / Quasi Government / other organization.
4. We / I declare that we / I will not default in the submission of Tax Deducted at Source (TDS), Provident Fund, ESI, etc.
5. We / I declare that we / I will not violate any of the provisions of the Indian Labour Law.
6. We / I are aware that if one or more of the above declarations and undertakings are found to have been violated/breached, then We / I shall be blacklisted by Bengaluru North city Corporation for the period of 3 years.

Identified by me:

Deponent

Advocate

Name:

Title:

Company:

Date:
Place:

EMD Declaration

Deleted

SECTION IV – FINANCIAL PROPOSAL – STANDARD FORMS

Financial Proposal Submission Form

(Not Used)

SECTION V – TERMS OF REFERENCE (TOR)

Background

The RFP is being published for the outsourcing of Security services and housekeeping services in BNCC

Concise Statement of Objectives

This RFP is being published to appoint the service provider to provide Security services and housekeeping staff for the BNCC for a period of 12 months, extendable by another 12 months based on the performance.

An Outline of the Tasks to be Carried Out

1. The Service Provider shall be responsible for providing the requested number of personnel and should meet the prescribed minimum qualification and experience.
2. The Staff to be recruited as prescribed category of staff number of posts, minimum qualification and experience for the personnel are as follows: -

Sl, No.	Category of Staff	Post in nos.	Minimum Qualification
1	Security Guard	104	• Security persons should be registered in Police department under PSAR Act. • The Security persons should have basic training in Security and should have working knowledge of Kannada. • The security Guards shall be physically fit and shall be aged above 21 & below 60.

2	House keeping	142	• The House keeping Staff should have basic training in Housekeeping Cleaning and should have working knowledge of Kannada. • The House keeping Staff shall be physically fit and shall be aged above 21 & below 60

3. The personnel shall perform the duty assigned to them from time to time.
4. If women guards are employed (before sunrise after sunset), necessary permission from the labour commissioner should be submitted to DC (Admin) (in the format R)
5. The personnel shall take utmost care in the use and handling of equipment, that they are required to use in the discharge of their duties and responsibilities.
6. The personnel shall not indulge in any corrupt practices in discharge of their duties and responsibilities.
7. They shall attend the trainings as deputed by the department. In case of outstation training the personnel will not be provided TA and DA.
8. The personnel deployed by the service provider should be given one day weekly off by making alternative arrangement.
9. The personnel deployed by the Service provider shall conduct themselves with dignity and maintain the decorum of the institutions where they are posted. They must discharge their duties in a professional manner.
10. Guards shall work in three shifts round the clock on all days of the contract period.
11. The Service Provider shall be the solely responsible for the safety all electrical materials, equipment's in the concerned department and in case of is any theft / damages to the electrical material / equipment the same shall be made good immediately through class-1 Electrical contractors / transformer repairers and restore the power supply. If the loss is not made good immediately, the restoration work will be taken up by the BNCC through some other agency at the risk & cost of the security Agency and the cost will be deducted out of the immediate subsequent monthly bill of the Security Agency. Further it is responsibility of the agency to lodge necessary complaints with the local police whenever there is theft attempt to theft / damage to the electrical distribution system.
12. The Security and Housekeeping staff personnel shall have required uniform and identity cards as per contract labour act

1970 should be provided by the Service Provider and shall have prior training.

13. The personnel deployed by the Service provider shall conduct themselves with dignity and maintain the decorum of the institutions where they are posted. They must discharge their duties in a professional manner.

14. Cleaning staffs roles and responsibilities:

1. Cleaning Service: The aim and objective is to provide a high level of a clean, hygienic and presentable look to the entire area. Pre designated supervisors of the contractor will supervise the awarded work. The Service provider has to ensure that the staff deployed is dressed in neat and clean uniform, with personal protective equipment's approved by the BNCC. Officials of BNCC will monitor the entire work and staff deployed by the selected tenderers.
2. Daily Services: cleaning services should be done daily from Monday to Saturday at regular intervals, so that the areas covered under the contract remain spic and span all the time, working hours should be adjusted in such a manner that cleaning work in the morning should be completed well before 8.30 A.M.:

i. Cleaning, dusting, mopping with disinfectant of floors, walls and ceilings, from the entire area covered under the contract.

ii. Removal of General waste, Bio medical waste and any other garbage etc. and disposing off all the collecting refuse at designated site on daily basis.

iii. Dusting of all doors and windows, furniture's, fans, air conditioner vents, overhead light fixtures, projectors, firefighting equipment, nameplates, doormats lockers, equipment's, accessories etc. and cleaning of all window glasses and grills.

iv. Cleaning and disinfecting all vitreous fixtures including toilets, bowls, urinals, sinks, toilet seats, containers etc. Brush thoroughly to include below water level and under rims including areas at hinges and cistern handles.

v. Placing garbage bags in all garbage bins to avoid stains and stinks and clear them on daily basis.

vi. Check and remove dust, dirt or any such object from anywhere in area covered under the contract.

vii. Cleaning of all open areas between the building and including sweeping of roads, lawns, paths, cleaning open drains etc. as directed by the BNCC officials in charge.

3. Waste Disposable Management: The contractual cleaning staff will ensure segregation of dry and wet garbage in the earmarked area. The contractual Cleaning staff will also ensure segregation of Biodegradable and non-Biodegradable garbage. The cleaning staff have to be updated with the rules of Bio medical waste 2016 Amendments on segregation and handling of BMW. All statutory rules and regulations and legal

requirements are to be followed at each stage.

4. Weekly Services: -

The deep cleaning of the entire area will be done by the contractual Cleaning staff once a week as under:-

- Dusting of entire area including windows / windowpanes / doors / ledges, etc.
- Thorough cleaning / sweeping / washing / mopping with disinfectant cleaners of all floors, staircases and toilets etc. Scrubbing of all floors and ceramic tiles base. Cleaning of ceiling and high walls, removal of wash stains on walls, cleaning of roofs, porches etc.
- Cleaning of sanitary fittings, toilets drain pipes etc. in the toilets with standard cleaning material.
- Cleaning of all windows glasses and grills with detergents / cleaning agents.
- Clean all chrome fittings, glass frames, soap holders etc. to a shiny finish.
- The service provider will make a cleaning programme to the concerned official / in charge.
- The service provider will provide the duty register to BNCC as required.

5. Cleaning services Monitoring and Control

For better management and smooth services, the following monitoring mechanism will be adopted by the service provider.

Toilets Checklist: This is to be attached on the back of the toilet door. It is to be filled up by the service provider supervising staff on weekly basis.

- Management / Cleaning staff Service Requirements / Complaints Report

This is to be filled up by the management and administrative staff of the Service provider who receive / observe the complaints / requirements for any of the services. All suggestion, complaints related to services or staff deployed by the Service provider will be registered and reported to Principal. The Service provider will take immediate action to resolve the same failing which the penalty clause will be invoked.

- Cleaning Services Complaint Register

This register is to be maintained by the service provider for BNCC through the inspection of the site, material on site, attendance sheet of the staff, weekly report, client letter / fax / email, verbal complaints etc. and necessary action is to be taken.

6. The Service Provider shall produce the list of personnel deployed with the details like full name, address proof,

photo proof, age proof and also get the credentials (character and antecedents) of the personnel verified by the police and obtain reports thereof.

7. The persons so deployed shall not be below 21 years and should be below 60 years. They will perform their duties to the satisfaction of the Employer. The Service Provider or his representative will report at least once in a week to the Employer for co-ordination.

15. The bills of every month should be submitted along with the amount paid through RTGS to security guards and Housekeeping staff with the copy of RTGS, ECR challans of ESI/PF paid for the month (should submit the previous months card of ESIC along with ECR challan for the Second bill), Form Q along with the first bill, Form T along with every bill, wage slip to the employee as per minimum wages act section 18(3), to the respective Department
16. TRN and CRN of PF should submit along with the monthly bill (TRN and CRN should match).
17. Bills should be raised as per Labour act (National and festival holidays, leaves, reliever).
18. The Service Provider shall employ and provide the services of the required staff to BNCC and take day to day instructions from the head of the department or his/her representative, while the personnel will be deployed for the work.
19. The Service Provider shall ensure that the personnel deployed should meet the prescribed qualification and experience and also get the credentials (character and antecedents) of the personnel verified by the police and obtain reports thereof.
20. The Service Provider shall submit to the Employer the list of personnel deployed by him along with proof of meeting prescribed qualification and experience, medical certificate, police verification of character and antecedents, personal details such as names of parents, address (temporary and permanent), telephone number if available for record by the Employer, Aadhaar card, Bank Account details with the first bill.
21. The persons so deployed shall be above 21 years. They will perform their duties to the satisfaction of the Employer. The Service Provider or his representative will report at least once in a week to the Employer for co-ordination.
22. In case of long (more than 10 days) and unauthorized absence of any of the personnel, the Service Provider shall

take immediate steps for replacement to ensure that the work of the BNCC will not Suffer.

23. In case Security and Housekeeping staff personnel avails EL should submit the leave application before 15 days to the concerned and the service provider. (Form H)
24. The Service Provider will be responsible to ensure maintenance of Office decorum and discipline by the personnel provided by him. In case of persistent misbehavior of any of the personnel, the Service Provider shall provide a replacement on receipt of complaint by the Employer.
25. Senior Officer of the Service Provider should visit the Office of the Employer at least once in a month and check the working of their personnel.
26. The personnel employed by the Service Provider will be in the employment of the Service Provider only. They will not have any claim what so ever in case of filling of regular posts, if any, by the Project.
27. If personnel provided by the Service Provider to the BNCC are found to be indulging in any undesirable or unfair activities in the Office premises, the Service Provider will solely be responsible for all the consequences, apart from, liberty of the employer to lodge a complaint before appropriate authorities.
28. The personnel deployed by the Service Provider shall be covered as per applicable Act and Rules under the ESI, PF, Gratuity and Bonus.
29. The Service Provider shall extend all benefits including leave accruing to them under the various applicable Labour Laws.
30. Duty roster for each month including the holiday as per format p, shall be provided to concerned department in advance.
31. The Service Provider shall comply with all the requirements of the various applicable law, Acts and Rules and shall obtain required licenses, permissions, and maintain all the registers and documents as required by law and also submit periodical returns as required to the appropriate Authorities with a copy to the Employer for record. It is also his responsibility to ensure compliance of any requirement as may be prescribed by the Employer. The Service Provider shall be solely responsible for any damages, fines or other action due to failure or lapses of any of the personnel deployed by the service provider.
32. The service provider shall provide uniforms to the personnel deployed.

33. The Service Provider shall pay the personnel at the rates as may be notified by the Employer from time to time. This amount would be paid to the personnel by RTGS only after deducting the employee's contribution of PF, ESI as prescribed by the Government from time to time. The payment to the personnel should be made within 5th day of the next month for which the payment is due without waiting for the payment of his invoice to the Employer.
34. The Service Provider shall deposit the Employer's contribution of PF and ESI as prescribed by the Government from time to time in the accounts of the personnel through nationalized banks to the appropriate authorities within statutorily prescribed period without waiting for the payment of his invoice to the Employer.
35. Every effort would be made to ensure that the payment to the Service Provider is made in all respects and supported by the documents as detailed above. Incomplete invoices and those not supported by stipulated documents will be returned for compliance before payment. The Service Provider shall be solely responsible for the delay. Any delay in payment of the invoice provided by the Service Provider shall not be an excuse for making delayed payment to the staff regularly by the stipulated dates. The Service Provider should have ample financial resources to meet such exigency for a period of at least three months.
36. Non-disbursement of salary to the staff before 5th of the month due; will attract a penalty of 2% of the total bill amount submitted for payment.
37. The Annual Statement of Accounts in respect of ESI & PF issued by the concerned Head of the organization shall be furnished to each of the personnel with copy to the Employer.
38. The Service Provider who is entrusted with the task of providing personnel to BNCC will be solely responsible for performance of the duty entrusted to the personnel. If the services rendered are found to be unsatisfactory, even after issue of notices/warnings to that effect, or if the Service Provider does not follow the Terms and Conditions of this Contract, this Contract will be terminated by issue of two months' notice. No claim what so ever would be entertained. The decision of the Employer would be final and binding.
39. Violation of any of the above terms and conditions by the service provider results in termination of contract or forfeiture of performance security or both.

40. Attendance of personnel should be maintained by the service provider. The service provider should submit the attendance of personnel along with the monthly bill, the attendance submitted by the service provider should be verified by the concerned Administrative medical officer of the concerned hospital.

41. Required Cleaning Materials for cleaning will be provided by the BNCC.

Schedule for Completion of Tasks

The Service Provider shall start the services within 15 days from the date of work order.

Data, Services and Facilities to Be Provided by the Client

[None]

Final Outputs (i.e., Reports, Drawings, etc.) that will be required of the Service Provider

[None]

Composition of Review Committee to Monitor Manpower Service Providers Work

The services provided by the Service Provider will be reviewed and monitored by the team deputed by Additional commissioner (Revenue) BNCC.

Procedure for Review of Progress Reports, Inception, Status, Final Draft and Final Reports

Inspection by the team deputed by Additional commissioner (Revenue) BNCC.

SECTION VI – CONTRACT OF SERVICE PROVIDER'S SERVICES

Form of Contract

This CONTRACT (hereinafter called the "Contract") is made the …… day of the month of ……., 2026, **BETWEEN** on the one hand, …… (Hereinafter called the "Client") **AND** on the other hand, …… (Hereinafter called the "Service Provider").

WHEREAS

A. the Client has requested the Service Provider to provide certain services as defined in the RFP document, GCC (General

Conditions of Contract attached to this Contract (hereinafter called the "Services");

B. the Service Provider, having represented to the Client that they have the required professional skills, and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract;

NOW THEREFORE the parties hereto hereby agree as follows:

1) The following documents attached hereto shall be deemed to form an integral part of this Contract:
   a) The General Conditions of Contract (hereinafter called "GC");
   b) The Special Conditions of contract (hereinafter called "SC");
   c) RFP document
   d) Terms of reference
2) The mutual rights and obligations of the Client and the Service Provider shall be as set forth in the Contract, in particular:
   a) The Service Provider shall carry out the Services in accordance with the provisions of the Contract; and
   b) the Client shall make payments to the Service Provider in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

FOR AND BEHALF OF

Bengaluru North City Corporation

By, DC (Admin)

FOR AND BEHALF OF

[Name of Service Provider]

By [Authorized Signatory]

General Conditions of Contract

1.4. General Provisions

1.4.1. Definitions

1) Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:
   a) "Applicable Law" means the laws and any other instruments having the force of law in India, as they may be issued and in force from time to time;

b) "Contract" means the Contract signed by the Parties, to which these General Conditions of Contract (GCC) are attached, together with all the documents listed in Clause 1 of such signed Contract;

c) “Effective Date” means the date on which this Contract comes into force.

d) “Contract Price” means the price to be paid for the performance of the Services;

e) "GCC" means these General Conditions of Contract;

f) "Government" means the Government of Karnataka;

g) "Local currency" means Indian National Rupee;

h) "Party" means the Client or the Service Provider, as the case may be, and Parties means both of them;

i) "Security guards" means persons hired by the Service Provider or by any Sub-Service Provider as employees and assigned to the performance of the Services.

j) "SCC" means the Special Conditions of Contract by which these General Conditions of Contract may be amended or supplemented;

k) "Services" means the work to be performed by the Service Provider pursuant to this Contract as described in TOR; and

l) ‘Third party” means any person or entity other than the Government, the Client, the Service Provider.

1.4.2. Law Governing the Contract

This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

1.4.3. Language

This Contract has been executed in English/Kannada language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

1.4.4. Notices

Any notice, request or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication

is addressed, or when sent by registered mail specified in this RFP.

1.4.5. Location

The Services shall be performed at such locations as are specified in the RFP.

1.4.6. Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Client or the Service Provider may be taken or executed by the officials specified in the RFP.

1.4.7. Taxes and Duties

The Service Provider shall pay the taxes, duties, fees, levies and other impositions levied under the existing, amended or enacted laws during life of this contract and the client shall perform such duties in regard to the deduction of such tax as may be lawfully imposed.

It is the responsibility of the Service Provider to strictly abide by the Indian Labour Laws and Acts, including but not limited to payment of TDS, PF, ESI, Service Tax to the Government.

1.5. Commencement, Completion, Modification, and Termination of Contract

1.5.1. Effectiveness of Contract

This Contract shall come into effect on the date the Contract is signed by both Parties.

1.5.2. Commencement of Services

The Service Provider shall begin carrying out the Services within fifteen (15) days after the date the Contract becomes effective.

1.5.3. Expiration of Contract

Unless terminated earlier pursuant to Clause 2.2.7, this Contract shall terminate at the end of 12 months, which may be extended by another 12 months based on the performance.

1.5.4. Modification

Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price, may only be made by written agreement between the Parties or as instructed by BNCC.

1.5.5. Force Majeure

1) Definition

a) For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party, and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

2) No Breach of Contract

a) The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

3) Extension of Time

a) Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

4) Payments

a) During the period of their inability to perform the Services as a result of an event of Force Majeure, the Service Provider shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

1.5.6. Suspension

The Client may by written notice of suspension to the Service Provider, suspend all payments to the Service Provider hereunder if the Service Provider fail to perform any of their obligations under this contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the Service Provider to remedy such failure within a period not exceeding thirty (30) days after receipt by the Service Provider of such notice of suspension.

1.5.7. Termination

1) By the Client

a) The Client may terminate this Contract, by not less than sixty (60) days' written notice of termination to the Service Provider, to be given after the occurrence of any of the events specified in paragraphs (b) through (e) of this Clause 2.2.7 (1) and sixty (60) days in the case of the event referred to in (g):

b) if the Service Provider do not remedy a failure in the performance of their obligations under the Contract, within thirty (30) days of receipt after being notified or within such further period as the Client may have subsequently approved in writing;

c) if the Service Provider (or any of their members) become insolvent or bankrupt;

d) if, as the result of Force Majeure, the Service Provider are unable to perform a material portion of the Services for a period of not less than sixty (60) days; or

e) if the Service Provider, in the judgment of the Client has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

f) For the purpose of this clause:

i) "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the selection process or in contract execution.

ii) "Fraudulent practice" means a misrepresentation of facts in order to influence a selection process or the execution of a contract to the detriment of GOK, and includes collusive practice among Service Provider (prior to or after submission of proposals) designed to establish prices at artificial non-competitive levels and to deprive GOK of the benefits of free and open competition.

g) if the Client, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

h) Service Provider and their staff if fails to strictly adhere to the Information Technology Act 2000 and its subsequent amendments at all times

2) By the Service Provider

a) The Service Provider may terminate this Contract, by not less than ninety (90) days' written notice to the Client, such notice to be given after the

occurrence of any of the events specified in paragraphs (i) through (iii) of this Clause 2.2.7 (2):

i) if the Client fails to pay any monies due to the Service Provider pursuant to this Contract and not subject to dispute pursuant to Clause 7 hereof within forty-five (45) days after receiving written notice from the Service Provider that such payment is overdue;

ii) If the Client is in material breach of its obligations pursuant to this Contract and has not remedied the same with in forty-five (45) days (or such longer period as the Service Provider may have subsequently approved in writing) following the receipt by the Client of the Service Provider' notice specifying such breach;

iii) if, as the result of Force Majeure, the Service Provider are unable to perform a material portion of the Services for a period of not less than sixty (60) days.

3) Cessation of Rights and Obligations

a) Upon termination of this Contract pursuant to Clause GCC 2.2.7, or upon expiration of this Contract pursuant to Clause GCC 2.2.3, all rights and obligations of the Parties hereunder shall cease, except:

i) such rights and obligations as may have accrued on the date of termination or expiration;

ii) the obligation of confidentiality set forth in Clause GCC 2.3.3 hereof;

iii) any right which a Party may have under the Applicable Law.

4) Cessation of Services

a) Upon termination of this Contract by notice of either Party to the other pursuant to Clauses GCC 2.2.7 (1) or GCC 2.2.7 (2) hereof, the Service Provider shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Service Provider and equipment and materials furnished by the Client, the Service Provider shall proceed as provided, respectively, by Clauses GCC 2.3.7 and GCC 2.3.8.

5) Payment upon Termination

a) Upon termination of this Contract pursuant to Clauses 2.2.7 (1) or 2.2.7 (2), the Client shall make the following payments to the Service Provider:

i) Payment for Services satisfactorily performed prior to the effective date of termination;

ii) except in the case of termination pursuant to paragraphs (b) and (c) of Clause 2.2.7 (1), reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract.

1.6. Obligations of the Service Provider

1.6.1. General

The Service Provider shall perform the Services and carry out their obligations hereunder with all due diligence, efficiency and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe methods. The Service Provider shall always act, in respect of any matter relating to this Contract or to the Services, as faithful advisers to the Client, and shall at all times support and safeguard the Client's legitimate interests in any dealings with Sub-Service Provider or third parties.

1.6.2. Conflict of Interest

1) Service Provider Not to Benefit from Commissions, Discounts, etc.

a) The remuneration of the Service Provider pursuant to Clause 2.6 shall constitute the Service Provider' sole remuneration in connection with this Contract or the Services, and the Service Provider shall not accept for their own benefit any trade commission, discount or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Service Provider shall use their best efforts to ensure that the Security guards are House keeping staff, any Sub-Service Provider, and agents of either of them, similarly shall not receive any such additional remuneration.

2) Procurement Rules of Funding Agencies

a) Deleted.

3) Service Provider and Affiliates Not to engage in certain Activities

a) The Service Provider agree that, during the term of this Contract and after its termination, the Service Provider and their affiliates, be disqualified from providing services for any project resulting from or closely related to the Services.

4) Prohibition of Conflicting Activities

a) Neither the Service Provider nor the security guards shall engage, either directly or indirectly, in any of the following activities:

i) during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract; or

ii) after the termination of this Contract, such other activities as may be specified in this RFP.

1.6.3. Confidentiality

The Service Provider, and the security guards are House keeping staff of either of them shall not, either during the term or within two (2) years after the expiration of this Contract, disclose any proprietary or confidential information relating to the Project, the Services, this Contract, or the Client's business or operations without the prior written consent of the Client.

1.6.4. Insurance to Be Taken Out by the Service Provider

It shall be the responsibility of the Service Provider to obtain necessary and required insurance(s) to all their staff posted at the Clients locations.

1.6.5. Service Provider' Actions Requiring Client's Prior Approval

1) The Service Provider shall obtain the Client's prior approval in writing before taking any of the following actions:

a) entering into a subcontract for the performance of any part of the Services, it being understood (i) that the selection of the Sub-Service Provider and the terms and conditions of the subcontract shall have been approved in writing by the Client prior to the execution of the subcontract, and (ii) that the Service Provider shall remain fully liable for the performance of the Services by the Sub-Service Provider and its staff pursuant to this Contract;

1.6.6. Reporting Obligations

Deleted.

1.6.7. Documents Prepared by the Service Provider to be the Property of the Client

The Service provider shall not use these documents for purposes unrelated to this Contract without the prior written approval of the Client. All Intellectual Property Rights (IPR) of the data, information, etc. created, generated, written, prepared, etc. shall be the sole property of the Client.

1.6.8. Equipment and Materials Furnished by the Client

Equipment, and other materials made available to the service provider by the Client or purchased by the service provider with funds provided by the Client shall be the property of the Client and shall be marked accordingly. Upon termination or expiration of this Contract, the service provider shall make available to the Client an inventory of such equipment and materials. While in possession of such equipment, and other materials, the Service provider, unless otherwise instructed by the Client in writing, shall insure them at the expense of the Client in an amount equal to their replacement value. The service provider should maintain all the equipment and other materials handed over during the agreement in his own expense.

1.7. Service Provider' Personnel

1.7.1. Description of personnel

As defined at 3.3.2, 3.3.3

1.7.2. Removal and/or Replacement of personnel

1) Except as the Client may otherwise agree, no changes shall be made in the security guards and Housekeeping staff. If, for any reason beyond the reasonable control of the Service Provider, it becomes necessary to replace any of the Key security guards and Housekeeping, the Service Provider shall forthwith provide as a replacement a person of equivalent or better.

2) If the Client finds that any of the security guards are House keeping staff have (i) committed serious misconduct or has been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the security guards are House keeping staff , then the Service Provider shall, at the Client's written request specifying the grounds therefor, forthwith provide as a replacement a person with qualifications and experience acceptable to the Client.

3) The Service Provider shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of security guards are Housekeeping Staff.

4) In case the staffs of service provider want to resign during the contract period, the staff shall provide a notice period of 90 days to the Client or the notice period approved by client on a case-to-case basis.

5) In case the Client wants to replace any staff, the Service Provider shall replace the staff within 30 days or as per the time period specified by the Client on a case-to-case basis.

1.8. Obligations of the Client

1.8.1. Assistance and Exemptions

a) Unless otherwise specified, the Client shall use its best efforts to ensure that the appropriate for the prompt and effective implementation of the Services;

1.8.2. Services and Facilities

Services as per TOR.

1.9. Payments to the Service Provider

1.9.1. Lump Sum Remuneration

The Salary to the staff should be paid as per the Labour department government of Karnataka.

1.9.2. Contract Price

The Contract price will be salary as per the Labour department government of Karnataka and the service charges quoted by the successful bidder.

1.9.3. Payment for Additional Services

Nil.

1.9.4. Terms and Conditions of Payment

a) Receipt of payment of P.F, ESI as applicable.

b) Attendance extract.

c) Payment receipt details transferred through NEFT/RTGS to the account of concerned Security guards.

d) The bills of every month should be submitted along with the amount paid through RTGS to staff with the copy of RTGS, ECR challans of ESI/PF paid for the month(should submit card of ESIC along with ECR challan for the first bill), Form Q along with the first bill, Form T along with every bill.

e) The Service Provider shall pay the personnel at the rates as may be notified by the Employer from time to time. This amount would be paid to the personnel by RTGS only after deducting the

employee's contribution of PF, ESI as prescribed by the Government from time to time. The payment to the personnel should be made within 5th day of the next month for which the payment is due without waiting for the payment of his invoice to the Employer.

f) The Service Provider shall comply with all the requirements of the various applicable law, Acts and Rules and shall obtain required licenses, permissions, and maintain all the registers and documents as required by law and also submit periodical returns as required to the appropriate Authorities with a copy to the Employer for record. It is also his responsibility to ensure compliance of any requirement as may be prescribed by the Employer. The Service Provider shall be solely responsible for any damages, fines or other action due to failure or lapses of any of the personnel deployed by the service provider.

g) The Service Provider shall deposit the Employer's contribution of PF and ESI as prescribed by the Government from time to time in the accounts of the personnel through nationalized banks to the appropriate authorities within statutorily prescribed period without waiting for the payment of his invoice to the Employer.

h) Bills should be submitted by 5th of every month through concerned officer.

i) The authorized officer will forward the bill to the BNCC.

j) Payment will be made to the bidder after deducting taxes as payable under Applicable law and after taking into account any deduction/ fine / penalties imposed by Bengaluru North City Corporation.

k) In case of dispute, the undisputed amount will be paid and the disputed amount will be verified and if found in order shall be paid along with the bills for the following month if not, the same be disallowed.

l) Penalties:

Sl. No.	**Item**	**Penalty**
1	Not Deputing Security guards are Housekeeping Staffe in time.	0.5 % of monthly fee payable
2	Non-disbursement of salary to the staff before 5th of the month due;	penalty of 2% of the particular bill amount submitted for payment.
3	starting the services	5% per day to a maximum of 10% of contract value including tax if the service provider not starting the services within 15 days

		from the date of work order.

m) In case if there is any dispute regarding the payment for any month the decision of the Commissioner BNCC will be final.

1.9.5. Interest on Delayed Payments

Nil.

1.10. Settlement of Disputes

1.10.1. Amicable Settlement

The Parties shall use their best efforts to settle amicably all disputes arising out of or in connection with this Contract or its interpretation.

1.10.2. Dispute Settlement

Any dispute between the Parties as to matters arising pursuant to this Contract that cannot be settled amicably within thirty (30) days after receipt by one Party of the other Party's request.

1.10.3. Place of Jurisdiction

All the matter pertaining to court will be at Bangalore Jurisdiction only.

1.10.4. Selection of Arbitrators:

Clause deleted

1.11. Performance Security

a) Within 15 days of Notification of Award, the successful bidder shall furnish Performance Security to the Purchaser shall be for the 5% of the total estimated amount, valid upto 60 days after the date of completion of performance obligations under this contract.

b) The Performance Security shall be in the form of Bank Guarantee drawn in favour of the Client.

c) Discharge of the performance Security shall take place not later than 90 days following the date of completion of the Service Provider’s performance obligations under the contract.

d) In the event of any contractual amendment, the Service Provider shall, within 28 days of receipt of such amendment, furnish the amendment to the Performance Security, rendering the same valid for the duration of the Contract, as amended for 60 days after the completion of performance obligations.

1.12. Risk Clause

The Contractor shall at all times have standby arrangements for carrying out the work under the Contract in case of failure of the existing arrangement.

BNCC reserve the right for termination of the contract at any time by giving one month written notice, if the services are found unsatisfactory and also has the right to award the contract to any other selected tenderers at the cost, risk and responsibilities of Contractor and excess expenditure incurred on account of this will be recovered by BNCC from the Contractor Security Deposit or by raising a separate claim.

a. All necessary reports and other information will be handed over to BNCC on a mutually agreed basis and regular meetings will be held with the BNCC

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b. Service provider and its staff shall take proper and reasonable precautions to preserve from loss, destructions, waste or misuse the areas of responsibility given to them by the BNCC and shall not knowingly lend to any person or company any of the effects or assets of the BNCC under its control.

c. In the event of loss/damage of equipment etc. at the premises of the BNCC due to negligence/carelessness of service provider staff, if established after a joint enquiry, then the service provider shall compensate the loss to the institution.

d. The service provider or its representative/s shall meet BNCC representative/s regularly to take feedback regarding the services. The service provider will also maintain a suggestion book for comments on the services rendered by it.

e. The service provider shall, in performing its part of this Agreement, ensure the safety of the building and the persons working in or visiting the premises and shall indemnify BNCC for any loss or damage caused by any act of the service provider or its employees or staff etc.

f. The service provider shall not assign or sublet this Agreement or any part thereof to any third party without the approval of BNCC.

g. Training on behavior aspects and ethics must be done regularly. BNCC ways of working should be communicated to all contract staff. Training report of the same must be submitted once in a month.

f. Licenses if any required for services at the site will be procured by the service provider.

g. Any loss caused to the life and property due to negligence or dereliction of duty of the engaged service provider is to be indemnified by the service provider upto the entire satisfaction of the concerned office.

Details of the existing contracts

	Name and Address of the organization, Name, Designation and Telephone / Fax No. of the officer concerned	Details regarding the contract	Value of Contract (Rs.)	Duration of Contract	
				From DD/MM/YY	**To** DD/MM/YY
A					
B					
C					
	Additional				

	information, if any				

The above format may be used to provide requisite details.

Authorized Signature:	
Name:	
Title:	
Company Seal:	

Checklist for Documents to be submitted

[IMPORTANT NOTICE: The following checklist of documents should be submitted by the bidder in this bid. The following list is only an illustrative list and not the complete list of documents. Bidders may please note that, in case one or more documents as required in the tender document are not submitted in the bid, as per the format mentioned in the RFP document and in clear & readable format, before the RFP due date and time, then the bid submitted by the bidder shall be liable for outright rejection. The Client shall not accept any document which have not been uploaded before the RFP due date and time. Therefore, the bidders are requested to read the RFP document carefully and submit/upload the complete list of documents as required in the RFP document.]

Sl N	Evaluation Criteria	Points

o		
1	Tenderer shall have their registered/ corporate office/ regional office and business Establishment in Bangalore	Yes / No If “No”, the bid will be rejected
2	Valid Contract Labour license (Form VI) issued from Labour Department for more than 500 workers to be uploaded (Issue date should be before the tender notification date)	Yes / No If “No”, the bid will be rejected
3	As per Government Notification No. HD 170 SST 2009(P) dated 23rd July 2009 and the Karnataka Private Security Agencies Rules 2008, a security agency must obtain and upload a license certificate issued by the Deputy Inspector General of Police (Internal Security Division), Bangalore	Yes / No If “No”, the bid will be rejected
4	Registration Certificate of EPF, Registration Certificate of ESI, Labour Registration certificate, ISO certificate, Pan card, GST Registration and Trade License.	Yes / No If “No”, the bid will be rejected
5	Minimum Rs. 18.82 Crores annual turnover statement in any one of the last three financial years, i.e., 2022-23, 2023-2024, 2024-2025 certified by a Chartered Accountant.	Yes / No If “No”, the bid will be rejected
6	Should have satisfactorily completed at least Security Guards 84.00 Nos and House Keeping staff 114.00 Nos deployed of Amount Rs. 470.43 Lakhs in any one of the last 3 financial years. i.e. 2023-24 2024-25 and 2025-26. (Relevant Experience certificate and Work Orders need to be enclosed)	Yes / No If “No”, the bid will be rejected
7	The bidder must have the experience for providing specified similar services in the last three financial years (2022-23, 2023-2024 and 2024-2025) Government Departments/ Organizations/Public Sector organizations/Autonomous bodies (Satisfactory Work Done Certificates should be submitted). a). If the bidder submits a work order & satisfactory letter for less than 200.00 numbers in any one of the last three financial years, i.e., 2023-2024,2024-2025 and 2025-26 then **zero points** will be allocated. b). If the bidder submits a work order & satisfactory letter for 201-300 numbers in any one of the last three financial years, i.e. 2023-2024,2024-2025 and 2025-26, then **10 points** will be allocated. c). If a bidder submits a work order & satisfactory letter for more than 301 numbers in any one of the last three financial years i.e 2023-2024,2024-2025 and 2025-26, then **15 points** will be allocated.	15
8	Total Years of Experience in the field of Security	10

	Services (Determined from the year of incorporation). **Firms with less than three years' experience will not be considered** • Min 3 Years-05 marks • 3 years to 5 Years-08 Marks • Above 5 Years-10 Marks	
9	Detailed proposed work plan and methodology, on how they are going to implement and monitor the Security services to BNCC with Training schedules for the security personnel's - 20 Marks Note: Presentation should be limited to 30 minutes	20
10	Annual Turnover statement of 3 financial years, i.e., 2022-23, 2023-24 and 2024-25 Certified by Chartered Accountant as per format enclosed. • If the bidder is having Less than 18.82 Crore in any one of the last three financial years - 0 marks • If the bidder is having annual turnover of 18.82 to 30.00 in any one of the last three financial years - 10 marks • If the bidder is having 30.00 Crore and above in any one of the last three financial years - 15 marks.	15
11	The Tenderer should have on their name minimum Two work with minimum 500 working Security & Housekeeping Staff on hand as on the last date of submission of tender. • Minimum 500 staffs - 5 marks • Minimum 501 - 750 staffs- 10 marks • Above 751 staffs -15 marks	15
12	ESI and EPF ECR copy for a minimum of 500 staff every month from April 2025 to March 2026.05 Marks GST Paid Challans and GSTR 3B Returns from April 2025 to March-2026-05 Marks	10
13	Valid Contract Labour license (Form VI) issued from Labour Department for more than 500 workers to be uploaded • Minimum 500 Workers - 5 marks • Minimum 501 to 750 Workers - 10 marks • Minimum 751 to 1000 Workers - 15 marks	15
	TOTAL	**100**